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**PERFORMANCE AWARD NOMINATION**

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Last Name	First Name	Middle Initial	Social Security No.	Appraisal Period <i>From:</i> _____ <i>To:</i> _____
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Title, Series and Grade	Organizational Unit and Location
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**NARRATIVE TO SUPPORT AN OUTSTANDING RATING AND/OR PERFORMANCE AWARD**

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Provide concise narrative award justification which documents the performance or accomplishments which are the basis for the award, in terms of value added to the organization or its customers, advancing organizational goals, etc. (Attach additional sheets if necessary.)

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**APPROVAL**

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Individual Performance Award ..... Award Amount \_\_\_\_\_

Team Performance Award (for organizations with formal teams) ..... Award Amount \_\_\_\_\_

Total Performance Award Amount \_\_\_\_\_

(Total of Individual and Team Performance Awards listed above. This combined total is the amount which should be entered on the Performance Awards list to generate an SF-50.)

NOMINATED: \_\_\_\_\_  
Signature of Supervisor

APPROVED: \_\_\_\_\_  
Signature of Second Level Supervisor  
(Upon Concurrence of Performance  
Awards Pool Manager)

When completed, this form will be attached to, and be part of, the individual Performance Evaluation.